

Scoring Criteria 1: Qualifications/Expertise of Firms on Team

Min pts 0 : Max pts 20

A. Include the following items:

- Provide a listing of all firms on your proposed team;
- List the type(s) of expertise that each firm on your team can provide;
- How long has each firm on your team provided these type(s) of expertise;
- For each firm on your proposed team, provide the number of employees within a 25-mile radius (or thereabouts) from Downtown Seattle. Also, provide the number of employees that each firm on your proposed team has within the Puget Sound area; and
- Provide an organization chart of your proposed team and include the respective roles that each firm will provide for the team.

B. Include the following items:

Has the prime consultant worked with proposed sub-consultant(s) on similar projects in the last three years? If yes, provide name of the project, each firm's role on the project and the dates the services were performed. Limit examples to one project for each sub-consultant firm.

C. Include the following items:

Provide a list of up to five projects that each firm on your project team has completed within the last three years. The project(s) must demonstrate the required expertise needed for this project. Include the work/services provided on the project(s) and approximate consultant fee of each project. Identify your specific role / responsibility in each project.

D. Include the following items:

Provide up to three examples of prior relevant projects in which your firm worked with affected Tribes in negotiating Tribal rights and associated costs. Describe your firm's approach and outcomes from negotiations and demonstrate the required expertise needed for this project. Include key team member's roles / responsibilities.

Scoring Criteria 2: Qualifications of Proposed Project Manager

Min pts 0 : Max pts 20

The number of proposed Project Managers is limited to one.

A. Include the following items:

Provide up to three examples for the proposed Project Manager that demonstrates his/her prior experience as a Project Manager on WSDOT or similar projects. Include the date(s) of each project; the name of the client/organization for each project; list the project manager's responsibilities and tasks on each project.

B. Include the following items:

Demonstrate the Project Manager's familiarity with relevant local, state, and federal regulations and/or procedures.

C. Include the following items:

Provide listing of professional licenses/accreditations for the proposed Project Manager; include the year that each license/accreditation was received. Please include the licenses that were obtained in the State of Washington only.

Scoring Criteria 3: Key Team Members Qualifications (Prime Consultant and Sub-Consultants)

Min pts 0 : Max pts 20

A. Include the following items:

- List each key team member's role/responsibilities on your proposed team.
- For each proposed key team member, provide up to three examples of prior relevant projects. Include the name of project(s); dates of the project(s); and roles/responsibilities for each team member on those project(s); and
- For each key team member on your proposed team, demonstrate his/her understanding of WSDOT and/or public agency regulations/procedures.

B. Include the following items:

Provide table identifying current availability of key staff and resources for each firm on the proposed project team. The availability of staff must be identified as hours available per month for the length of the project, not in percentages of time available.

Scoring Criteria 4: Firm's Project Management System and familiarity with WSF Earned Value PM system (Prime Consultant and Sub-Consultants)

Min pts 0 : Max pts 20

A. Include the following items:

- Describe your experience with Primavera Project Planner for the Enterprise (P3e), and utilization of P3e or other Earned Value Systems.
- If you don't use Primavera software, list your firm's scheduling program. Identify the type of software and list up to three projects where the proposed Project Manager has utilized this software;
- Describe your firm's Quality Assurance/Quality Control processes;
- Describe how Earned Value Systems mesh with your firm's financial tracking system(s) to monitor the project's scope, schedule, and budget;
- Describe your firm's change management procedures and your firm's ability to manage scope creep and changes that arise throughout the life of the project;
- Describe your firm's process for interacting with your internal project team; and
- Describe your firm's ability to provide interaction with your client and/or stakeholders.

Scoring Criteria 5: Firm's Project Delivery Approach (Prime Consultant and Sub-Consultants)

Min pts 0 : Max pts 40

A. Include the following items:

- Understanding the timeline / 2008 target completion date for this project, provide an explanation of your firm's approach delivering this project within scope, according to schedule, and within budget.

Scoring Criteria 6: Firm's approach and success in permitting highly controversial and complex marine environmental projects (Prime Consultant and Sub-Consultants)

Min pts 0 : Max pts 30

A. Include the following items:

- Provide one example each of a large and medium marine environmental project that was either controversial or complex, in which your firm was the "lead" in acquiring the permits. Include a description of the permits you acquired and the SEPA/NEPA processes you lead;
- For each example, describe your firm's approach to acquiring the permit;
- For each example, describe what the primary achievement was in acquiring the permit; and
- For each example, describe what the owner contributed (or gave up) in terms of time, money, resources, political capital, or other assets in order to acquire the permit.

B. Include the following items:

For each example, describe your experience conducting Section 4f and Section 106 evaluations.

Scoring Criteria 7: References/Past Performances (Prime Consultant Only)

Min pts 0 : Max pts 20

A. Include the following items:

Provide a minimum of three (3) evaluations. If three (3) or more evaluations have been performed by WSDOT for projects that have been completed during the past three (3) years, please refer to each WSDOT Y-Agreement number for verification of scores. If a minimum of three (3) WSDOT evaluations have not been performed for projects completed within the last three (3) years, it is necessary to have an evaluation of past performance completed by a client. The performance evaluation forms completed by clients must be returned to the Consultant Services Office under separate cover by the submittal due date. The evaluation form may be obtained by clicking on the link "Performance Evaluation Completed by Reference" which can be found on the main web page for this advertisement. Provide reference information for a minimum of three (3) with a maximum of five (5) similar projects for public sector clients in the last three (3) years. If you wish to have a Performance Evaluation completed on a WSDOT project, please contact the WSDOT project manager and have them complete WSDOT's internal Filemaker Pro form 272-019 "Performance Evaluations – Consultant Services."